



## CYRUS DALLIN ART MUSEUM Minutes



Date: Tuesday, February 9, 2021  
Time: 7:00pm  
Location: Conducted by Remote Participation

Members present: Sarah Burks, Co-Chair, Tracy Skahan, Chris Costello, Ellen Aamodt, James Charnley (out @ 8pm), Geraldine Tremblay, Nancy Blanton, Laura Northbridge (@ 7:42pm), Molly Harper, Co-Chair  
Others present: Heather Leavell, Mark DeCew

Start @ 7:09

### Minutes:

#### 1. Executive Order on Remote Participation

S. Burks reviewed the Executive Order on Remote Participation

#### 2. Board of Director's report

J. Charnley reported on the Treasurer's summary. M. Harper suggested that we review the membership numbers on a regular basis (quarterly, monthly, etc.). H. Leavell indicated that the membership numbers have been low over the years.

J. Charnley reported on the Business Plan. What do we do to add/replace the prior strategic plan. After reviewing the original by-laws and strategic plan, which have labor intensive tasks for folks, that it's difficult to grow and hit our targets without any hired staff. Instead of doing another strategic plan, it's been suggested to do a business plan instead for 10-months. Goal would be to hire up to 3 full time employees. Business and budget plan will be drafted and distributed. S. Burks asked if we could grow incrementally. J. Charnley indicated that within 10-months we should be able to tell if this is going to work or not.

J. Charnley reported on the proposal for print-on-demand for gift shop items. That we move ahead with it and provide the funding. Couple of risks: We have to be careful about quality. (we earmarked some funds to do samples) and regulatory because 43 states are aggressive with collecting sales tax. A small seller doesn't have to report so we may only have to report to Massachusetts. We can put 10/30% charge on items we sell. So, only use would only be for engagement purposes only. H. Leavell said that this would be easier than us trying to sell our products on our own website and said that C. Costello said he would help with the

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digital images. H. Leavell also said that Rashmi Rao would help with Red Bubble.

A motion was made by G. Tremblay to proceed with initial set-up of a Red Bubble account and purchase of test products. E. Aamodt seconded. Unanimously approved by roll call vote.

C. Costello indicated that he'd be willing to design some posters.

M. DeCew asked about our rights for use of images. H. Leavell said most of Dallin's work is in the public domain and that we'd want to focus on what we have in our collection. H. Leavell said we should discuss in our DEI segment what images we should use.

### **3. Election of Officers**

S. Burks asked for nominations. Tracy Skahan nominated herself again for 2021 as secretary. S. Burks would be happy to continue as Chair. M. Harper volunteered as Co-Chair. A motion was made by E. Aamodt to accept nominations. G. Tremblay seconded. Unanimously approved by roll call vote.

### **4. Review and update of Action List**

We reviewed AI list. M. Harper volunteered to update AI list for this meeting.

### **5. Collections/Curatorial**

H. Leavell said that they had the first Collection Committee meeting with A. Jay. They talked about the collecting priority, status of Signal of Peace, applied for Arl. Cultural Council grant, unveiling of Mrs. Hall's letter, and an item on e-bay (Dallin's artist proof).

Kevin Blanton going to hang the Revere panels soon.

### **6. Operations/Facilities**

S. Burks indicated that there were problems with the alarm system. Alarm company came and replaced the panel on the first floor. The one in Cutter Gallery seemed okay so they didn't replace. We might want to have them come back to review everything (motion sensors, etc.). We also discussed approaching the town to suggest a new alarm system as well as a new back door with deadbolt. Hardware on front door is also an issue.

A motion was made by G. Tremblay to be part of a support letter for a new alarm and door. E. Aamodt seconded. Unanimously approved by roll call vote.

N. Blanton had sent an email regarding re-opening for small group tours. She indicated that she reviewed what other places are doing. Peter Middleton said that he would be okay with hosting a small tour. For payments, they could use our donation link on our website and indicate when paying that it is for a tour.

M. DeCew reported on the docent training and is waiting to hear back from folks who are interested. S. Burks wondered if people would be interested in doing virtual tours for people. M. DeCew also reported on his editing of the videos.

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A motion was made by G. Tremblay to re-open to small group tours. M. Harper seconded. Unanimously approved by roll call vote.

N. Blanton will post about re-opening and H. Leavell brought up the list that E. Aamodt had mentioned from the town. E. Aamodt indicated that she sent it to S. Gilbert to follow-up. S. Burks advertised re-opening/docs online too.

### **7. Review of Minutes**

G. Tremblay made a motion to approve the minutes of January 12, 2021, as corrected E. Aamodt seconded. Unanimously approved by roll call vote.

### **8. Volunteers' Report**

No official report since we are closed. We discussed further under Operations/Facilities.

### **9. Diversity, Equity & Inclusion**

Holding until next month.

### **10. Events Calendar**

M. Harper shared that we are doing a collaboration with the Paul Revere House in April and are looking for more committee members.

E. Aamodt asked about any upcoming events (e.g. Patriot's Day - for the poem reading) which are likely not going to happen.

H. Leavell's program is next week. AMCI will live stream so we can have an unlimited attendance.

G. Tremblay said that the unveiling of Mrs. Hall's letter could be in May as a Mother's Day program.

### **11. Marketing/Publicity**

Holding until next month.

### **12. New/Old Business**

M. DeCew reported that he finished the geocache. M. DeCew wrote something on the geocache website and will forward to us.

H. Leavell gave an update on the work on the park.

Meeting adjourned at 9:15pm.

Next meeting is scheduled for March 9<sup>th</sup> at 7pm.